



OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON DC 20301-3000



OCT 27 1994

DP/ CPA

MEMORANDUM FOR DIRECTORS OF DEFENSE AGENCIES
DEPUTY FOR ACQUISITION POLICY , INTEGRITY , AND
ACCOUNTABILITY , ASN (RD&A) /API&A
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING) , SAF/AQC
DIRECTOR, PROCUREMENT POLICY, ASA(RD&A)/SARD-PP
DEPUTY DIRECTOR (ACQUISITION) , DEFENSE LOGISTICS
AGENCY

SUBJECT: Certification and Approval of the Acquisition of Certain
Services

A recent report of the Inspector General of the Department of Defense (No. 94-112) disclosed that certifications and approvals for contracted advisory and assistance services, required in paragraphs F.3.b,c and d of Department of Defense Directive 4205.2, "Acquiring and Managing Contracted Advisory and Assistance Services," are not being obtained in all appropriate cases. I am concerned about any lack of diligence in complying with our regulations. I urge you to make sure that all those involved in contracting for advisory and assistance services are aware of these requirements, and that the proper certifications and approvals are obtained. I also request that you make this issue a special interest item for future Procurement Management Reviews.

Eleanor R. Spector
Director of Defense Procurement

F PROCEDURES

3. Procurement and Contract Administration

b. Each PR for CAAS shall include: (4 items)

c. Approve CAAS @ level above requiring activity

d. If > \$50K, approved by Flag/BES or O-6 in such a position



ENCLOSURE(1)

2 AIR